

**A G E N D A**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**February 23, 2016**  
**6:30 PM**

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**A. CALL TO ORDER**

**B. ROLL CALL**

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

1. Members of Cub Scouts Pack 103 Den 9

**E. PUBLIC COMMENT - Until 7 p.m.**

**F. PRESENTATIONS**

1. VDOT Quarterly Update

**G. CONSENT CALENDAR**

1. Minutes Adoption - January 26, 2016 Regular Meeting
2. Department of Criminal Justice Services Grant Award - \$10,000
3. Grant Award - Purchase of Development Rights Program - Virginia Farmland Preservation Fund - \$307,889

**H. PUBLIC HEARING(S)**

**I. BOARD CONSIDERATION(S)**

**J. BOARD REQUESTS AND DIRECTIVES**

**K. REPORTS OF THE COUNTY ADMINISTRATOR**

1. County Administrator's Report

**L. PUBLIC COMMENT**

**M. CLOSED SESSION**

**N. ADJOURNMENT**

1. Adjourn until 6:30 pm on March 8, 2016 for the Regular Meeting

**ITEM SUMMARY**

DATE: 2/23/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Members of Cub Scouts Pack 103 Den 9

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**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/16/2016 - 4:18 PM

**ITEM SUMMARY**

DATE: 2/23/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: VDOT Quarterly Update

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**ATTACHMENTS:**

	Description	Type
▣	Quarterly Report	Exhibit

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/16/2016 - 1:42 PM

James City Board of Supervisor's Meeting

February 23, 2016

**Maintenance Accomplishments for Quarter (Nov 1 to Jan 31)**

We completed 256 of 310 maintenance work orders this quarter with 29 outstanding (83% complete)

10 - Drainage

18 - Roadway/Sign

1 - Vegetation

Residency Direct Line 757-253-5138/VDOT's Customer Service Center **1-800-FOR-ROAD (1-800-367-7623)**

**A few highlight of the accomplishments are:**

Finished Tree Trimming on Centerville Road and Longhill Road

Completed several Drop Inlet repairs in Powhatan Crossing and Vineyards

Cut sight distance on Brick Bat Rd, Railroad St, and RTE 5000

Street Sweeping on Brookhaven and Rte 199

Sink hole repair; Forest Heights, Endeavor Dr, Brookhaven, and Eastern State drop inlet repairs

**Calendar Year 2016 Paving Program**

*Thinmix* – (Advertised in Jan.) Secondary: Adams Hunt, Fox Ridge, Lakewood, Winston Terrace

*Plant Mix* – (Advertised in Jan.) Primary: Rte. 143 Merrimac Trail (Northbound Lane), Rte. 199 Humelsine Pkwy (Eastbound Lane). Secondary: Rte. 603 Mooretown Rd (From 645 To 713), Rte. 634 Fire Tower Rd., Rte. 1362 Horne's Lake Rd.

*Additional Plant Mix* - (Advertised in Jan.) Lake Powell Point, Powhatan Secondary, Rte. 1355 South Freeman Rd,

**Current Projects**

**Monticello Avenue (UPC 82961)**

Contractor is scheduled to complete the remaining items on the project of milling, paving, stripping, and signal work with warmer weather. Project completion is projected prior to May 2016.

**Centerville Road Intersection Improvements at News Road (UPC 102944)**

Proposed project plans are to improve safety and capacity. Public hearing was in December 16, 2015. VDOT is revisiting project design to determine options with minimizing impacts.

**Williamsburg-Jamestown Airport Access Road (UPC 101871)**

Construct access road to the Williamsburg- Jamestown Airport. The road base is completed on 75% of the road length and the remaining 25% base is projected for completion with warmer weather. Project completion is projected for May 2016.

**Richmond Road Intersection Improvements at Rte 199 West Ramp (UPC 102947)**

Construct dedicated right and left turn lanes from the Route 199 West Ramp onto Richmond Rd in the Lightfoot area. Contract awarded pending execution with projected start late February 2016 and completion July 25, 2016.

**I-64 Widening Segment 1 (UPC 104905)**

The Base Scope includes additional 12' wide travel lanes and 12' wide shoulder lanes within the existing median space, existing bridge repair and widening, and patching of the existing mainline pavement along with a ¾" THMACO overlay. The bid includes an option of a 2" overlay and the extension of acceleration and deceleration lanes at the Ft. Eustis Interchange. Construction started on 9/13/15 and will continue until the project is complete. The contractor has completed the outside shoulder strengthening and installed barrier service.

**I-64 Widening Segment 2 (UPC 106665)**

The I-64 segment 2 Design Build project is on schedule. The contract was awarded to Allen Myers Inc. on January 20, 2016 with the Notice to Proceed scheduled for February 17, 2016.

Notice to Award	November 6, 2015
Award Date	January 20, 2016
Notice to Proceed	February 17, 2016
Early Completion Incentive	May 24, 2019
Construction Completion	July 2019

**James City Board of Supervisor's Meeting**

**February 23, 2016**

**Traffic Studies (Completed)**

Rte 1690 Settlers Mill S/D set statutory 25 MPH speed limit

Rte 30 Barhamsville Rd install median lines at Old Stage Rd and LaGrange Pkwy intersections

Rte 31 at Jamestown correct sign proliferation issue

Rte 5 at Rte 614 intersection remove rumble strips and placing Intersection Warning Flashing Beacon the scheduled install is March

**Emergency Response**

Responded to 3 weather events (Jan 17-18, Jan 20-26, Feb 14-15)

**ITEM SUMMARY**

DATE: 2/23/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Minutes Adoption - January 26, 2016 Regular Meeting

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**ATTACHMENTS:**

	Description	Type
▣	January 26, 2016 Minutes	Minutes

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/11/2016 - 7:27 AM

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
County Government Center Board Room  
101 Mounts Bay Road, Williamsburg, VA 23185  
January 26, 2016  
6:30 PM

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**A. CALL TO ORDER**

**B. ROLL CALL**

John J. McGlennon, Vice-Chairman, Roberts District  
Ruth M. Larson, Berkeley District  
Kevin D. Onizuk, Jamestown District  
P. Sue Sadler, Stonehouse District  
Michael J. Hipple, Chairman, Powhatan District

Adam R. Kinsman, Assistant County Administrator

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

1. Pledge Leader – Joseph Hardin, a 4th-grade student at D.J. Montague Elementary School and a resident of the Powhatan District.

**E. PUBLIC COMMENT – Until 7 p.m.**

At 6:33 p.m., Mr. Hipple recessed the Board in order to conduct the James City Service Authority Board of Directors meeting.

At 6:44 p.m., Mr. Hipple reconvened the Board.

Mr. Hipple stated that as there were no Public Comment speakers at this time, the Board would go ahead and handle the Closed Session items listed on the Agenda.

When the Board re-entered Open Session, a Public Comment speaker had arrived and was offered the opportunity to speak.

1. Mr. Jack Fowler, 109 Wilderness Lane, addressed the Board in regard to Little Creek Park and the boat ramp that needs to be addressed.

As there were no other registered speakers, Mr. Hipple closed the Public Comment period.

**F. PRESENTATIONS**

**G. CONSENT CALENDAR**

Ms. Sadler asked the Item No. 3 be pulled for discussion and a separate vote.

1. Minutes Adoption - January 12, 2016, Regular Meeting

A motion to Approve was made by Mr. McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

2. Contract Award - Self-Contained Breathing Apparatus Replacement - \$640,003

A motion to Approve was made by Mr. McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

3. Requesting the Addition of a Portion of Neighbors Drive to the State Secondary System through the Rural Addition Program

A motion to Approve was made by Mr. McGlennon and the motion result was Passed.

AYES: 4 NAYS: 1 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Onizuk, Hipple Nays: Sadler

The Director of Housing and Community Development, Vaughn Poller, addressed the Board answering questions about this project.

Ms. Sadler asked about the total cost of this project.

Mr. Poller stated that the total cost of the Forest Heights project and the budgeted work for the Neighbors Drive project totals \$5,724,824.

Ms. Sadler asked if staff anticipates any other budget requests for this project.

Mr. Poller stated no.

Ms. Sadler asked how many property owners are involved in the right-of-way acquisition.

Mr. Poller stated that there are 15 lots and 11 property owners involved and the County is one of the owners of one of those lots.

Ms. Sadler asked for an explanation on the funding.

Mr. Poller stated that this item before the Board tonight is part of the Virginia Department of Transportation's (VDOT) revenue sharing program. VDOT contributes 50% of the actual expenditures and the County contributes 50% in matching funds coming out of Community Development Block Grant dollars.

Mr. McGlennon stated that these homes were built during a time that those residents did not have many purchase options in the County and the neighborhood did not have the same type of development as other housing areas in the County.

Mr. Poller agreed with that statement and expounded stating that the homes were built in the 1950's when much of the County was still very rural. The roads were cut in as two dirt roads perpendicular to Route 60. The neighborhood petitioned the County for many years to have the roads paved. It was not until the County was able to get the funds together with Community Development Block Grants that the County was able to begin these projects.

## **H. PUBLIC HEARING(S)**

1. Pre-Budget Public Hearing

The Director of Financial and Management Services, Suzanne Mellen, addressed the Board giving an overview of the memorandum and stated that no action is required of the Board this evening.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.



1. Mr. Frank Polster, 420 Hempstead Road, addressed the Board advocating for Storm Water funding in the FY 17/18 Biennial Budget.
2. Ms. Judy Fuss, 3509 Hunter's Ridge, addressed the Board as a representative of the Powhatan Crossing Homeowners Association and advocating for the continuation of Storm Water funding in the upcoming budget.
3. Mr. Greg Lilly, 124 Peyton Road, addressed the Board as a representative of the Triangle Arts & Culture League stating that its mission is to work with regional municipalities to create a reliable public art funding stream and programs and requesting arts funding in the upcoming budget.
4. Mr. John Magda, 2903 Richard Place, addressed the Board regarding the proposed fourth middle school and questioning the location and safety of our children. He asked for more data to be collected and to assess the real needs of the school system.
5. Mr. Allen Ayers, 109 Barn Elm Road, addressed the Board advocating for continued funding for Storm Water funding in the upcoming budget, including funding for the Clean Water Heritage Grants.
6. Mr. David Jarmon, 3646 South Square, addressed the Board regarding the school system's funding crisis. He stated that the school system is spending more than the County and the City can supply.
7. Mr. Michael Loy, 123 Lakewood Drive, addressed the Board regarding the proposed fourth middle school. He questioned the need for the fourth middle school, the location chosen and the way that current building needs are being pushed down the road.
8. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board regarding the proposed fourth middle school, the enrollment projections, the considerable cost of the project and whether or not it is even necessary at this junction.

As there were no other registered speakers, Mr. Hipple closed the Public Hearing.

**I. BOARD CONSIDERATION(S)**

**J. BOARD REQUESTS AND DIRECTIVES**

Mr. Hipple requested a motion be made to move the February 9, 2016, Work Session to 3 p.m.

A motion to amend the Board's calendar to have the February 9, 2016, Work Session begin at 3 p.m. was made by Mr. McGlennon and the motion result was Passed.

The motion was passed by unanimous roll call vote.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Questions were raised about the new mini-boxes that are being required by Cox Communications. Several Board members asked for clarification on the situation.

Mr. Kinsman stated that a representative from Cox would be coming to address the Board at one of the meetings in February.

Ms. Larson asked if there was interest in having a Board Retreat to discuss the Board's goals and initiatives for the year.

Mr. Hipple stated that the purpose of moving the February 9, 2016, Work Session to 3 p.m. was to allow the Board time to discuss those goals and initiatives.

The Board members generally discussed their activities in the community during the last two weeks.

**K. REPORTS OF THE COUNTY ADMINISTRATOR**

1. County Administrator's Report

Mr. Kinsman announced the closure of Jolly Pond Road for maintenance and that it will reopen on February 11. He thanked the community and staff members for working together during the winter storm.

**L. PUBLIC COMMENT**

As there were no registered speakers, Mr. Hipple closed the Public Comment session.

**M. CLOSED SESSION**

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia in regard to the Historical Commission

A motion to Enter a Close Session was made by Mr. Onizuk and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

The Board re-entered Open Session at 6:54 p.m.

A motion to appoint was made by Mr. McGlennon and included the following appointments to the Historical Commission: Mr. Frank Abbott, term expires on June 30, 2019; Mr. Robert Moore, term expires on June 30, 2018; Mr. James Parrish, Jr., term expires on June 30, 2018; Ms. Kim Sims, term expires on June 30, 2018; Mr. Benjamin Swenson, term expires on June 30, 2018; and Ms. Rebecca Houston, term expires on June 30, 2018.

The motion passed by a unanimous roll call vote.

2. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia in regard to the Planning Commission

Mr. McGlennon stated that no action would be taken on the Planning Commission appointment this evening.

3. Certification of Closed Session

A motion to Certify the Close Session was made by Mr. McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

**N. ADJOURNMENT**

1. Adjourn until 3 p.m. on February 9, 2016, for the Work Session

A motion to Adjourn was made by Mr. McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

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Bryan J. Hill  
County Administrator

**ITEM SUMMARY**

DATE: 2/23/2016

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Chief of Police

SUBJECT: Department of Criminal Justice Services Grant Award - \$10,000

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**ATTACHMENTS:**

	Description	Type
▣	Memorandum	Cover Memo
▣	Resolution	Resolution

**REVIEWERS:**

Department	Reviewer	Action	Date
Police	Rinehimer, Bradley	Approved	2/2/2016 - 10:26 AM
Police	Rinehimer, Bradley	Approved	2/2/2016 - 10:26 AM
Publication Management	Burcham, Nan	Approved	2/2/2016 - 11:04 AM
Legal Review	Kinsman, Adam	Approved	2/11/2016 - 10:58 AM
Board Secretary	Mellen, Sue	Approved	2/16/2016 - 2:31 PM
Board Secretary	Kinsman, Adam	Approved	2/16/2016 - 3:43 PM
Board Secretary	Fellows, Teresa	Approved	2/16/2016 - 4:03 PM

## MEMORANDUM

DATE: February 23, 2016  
TO: The Board of Supervisors  
FROM: Bradley J. Rinehimer, Police Chief  
SUBJECT: Grant Award - Department of Criminal Justice Services - \$10,000

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The James City County Police Department has been awarded a one-time training/equipment grant in the amount of \$10,000 (\$9,500 grant; \$500 local match). The funds are to be used to provide *Police-Citizen Contacts* training related to *Policing in the 21st Century* to approximately 50 James City County officers during the grant period. Select officers attending the training will develop supplementary training to be delivered to all officers in the Department's annual in-service classes. These funds will not take the place of budgeted expenses.

The grant requires only a cash match of \$500 which is available in the Grants Match Account.

This is a one-time grant and is not eligible for continuing funding.

Staff recommends adoption of the attached resolution.

BJR/nb  
GA-DCJS-mem

Attachment

## RESOLUTION

### GRANT AWARD - DEPARTMENT OF CRIMINAL JUSTICE SERVICES - \$10,000

WHEREAS, the James City County Police Department has been awarded a one-time training/equipment grant in the amount of \$10,000 (\$9,500 grant; \$500 local match); and

WHEREAS, the funds are to be used to provide *Police-Citizen Contacts* training related to *Policing in the 21st Century* to approximately 50 James City County police officers; and

WHEREAS, the grant requires a cash match of \$500 which is available in the Grants Match Account.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the Special Projects/Grants Fund:

Revenues:

FY 16 DCJS – Police-Citizen Contacts	\$ 9,500
Grants Match Account	<u>500</u>
	<u>\$10,000</u>

Expenditure:

FY 16 DCJS – Police-Citizen Contacts	<u>\$10,000</u>
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\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of February, 2016.

GA-DCIS-res

**ITEM SUMMARY**

DATE: 2/9/2016

TO: The Board of Supervisors

FROM: Edward Overton, Purchase of Development Rights Program Administrator

SUBJECT: Grant Award - Purchase of Development Rights Program - Virginia Farmland Preservation Fund - \$307,889

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**ATTACHMENTS:**

	Description	Type
▣	Memorandum	Cover Memo
▣	Resolution	Resolution
▣	Award Letter	Exhibit

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Mellen, Sue	Approved	2/16/2016 - 8:39 AM
Board Secretary	Kinsman, Adam	Approved	2/16/2016 - 12:04 PM
Board Secretary	Fellows, Teresa	Approved	2/16/2016 - 1:45 PM
Publication Management	Burcham, Nan	Approved	2/16/2016 - 2:53 PM
Legal Review	Kinsman, Adam	Approved	2/16/2016 - 3:43 PM
Board Secretary	Fellows, Teresa	Approved	2/16/2016 - 4:03 PM
Board Secretary	Kinsman, Adam	Approved	2/16/2016 - 4:42 PM
Board Secretary	Fellows, Teresa	Approved	2/16/2016 - 5:04 PM

## MEMORANDUM

DATE: February 23, 2016

TO: The Board of Supervisors

FROM: Edward T. Overton, Administrator, Purchase of Development Rights Program

SUBJECT: Reimbursement Grant Award - Purchase of Development Rights Program - \$307,889

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The James City County Purchase of Development Rights Program (PDR) has been awarded a reimbursement grant in the amount of \$307,889 by the Office of Farmland Preservation, Virginia Department of Agriculture and Consumer Services (VDACS). This award is made pursuant to the Code of Virginia, § 3.2-201 which authorizes VDACS to allocate funds to localities for the purchase of agricultural conservation easements. These funds will be available for reimbursement to the County through December 31, 2018.

The Office of Farmland Preservation is authorized to reimburse the County for up to 50%, not to exceed \$307,889, of qualifying expenses incurred in purchasing a conservation easement(s) on rural lands(s) that meet qualifications established by VDACS, as described in the enclosed Intergovernmental Agreement (IGA).

Reimbursable costs incurred in purchasing, closing and recording a conservation easement, as defined in the IGA, include:

1. The purchase price of the conservation easement actually incurred by the County, at its present value, including any portion that the County will pay over time pursuant to an installment purchase agreement;
2. The cost of title insurance on the conservation easement incurred by the County;
3. The cost incurred by the County for an appraisal of the land by a licensed real estate appraiser;
4. The cost incurred by the County for a survey of the physical boundaries of the land by a licensed land surveyor, including the cost of producing a baseline report of the conditions existing on the land at the time of the conveyance of the conservation easement;
5. Reasonable attorney fees incurred by the County associated with the purchase of a conservation easement, where reasonable attorney fees include those fees associated with outside counsel required for the completion of the easement, but do not include fees related to the County Attorney serving as staff and who is paid regular salary in the County's employ;
6. Costs incurred by the County in issuing public hearing notices associated with the County's purchase of a conservation easement that the County is required by law to issue; and
7. Any recordation fee incurred by the County that the County is required to pay pursuant to the laws of the Commonwealth of Virginia.

James City County's responsibilities in accepting this agreement include:

- Maintain local funds in the PDR account in an amount equal to or greater than the grant allocation.
- Request reimbursement for only those conservation easements that are perpetual and have a primary purpose of preserving working farm and/or forest lands.
- Within one year from the date of the IGA, and for each subsequent year the IGA is in force, submit to VDACS a progress report that:
  1. Describes properties that the County has identified as prospects for the PDR program and the status of negotiations for the purchase of such conservation easements.
  2. Estimates the timeframes within which the County will execute contracts for any such purchases, close on such purchases and request reimbursement of reimbursable costs for those purchases from VDACS.



3. Describe the measures the County has taken to educate various stakeholders within the County, including farmers, landowners, public officials and the non-farming public about the County's PDR program.
  4. Describes the County's on-going program of monitoring and stewardship of the properties protected by conservation easements under this program.
  5. Describes the measures the County's PDR Program undertakes to evaluate the effectiveness of the program and the process that is followed to make changes to the program based on the evaluation.
- Obtain a policy of title insurance on the County's purchased interest in a conservation easement that covers an amount at least equal to the amount the County requests reimbursement from VDACS.
  - Prior to closing on a qualifying conservation easement, submit for review and approval by VDACS and its legal counsel the following documentation:
    1. A written agreement setting forth the terms of the County's purchase of the conservation easement, including purchase price;
    2. Written confirmation from the County's Commissioner of Revenue or Director of FMS that the property to be encumbered by the conservation easement meet the definition of "real estate devoted to agricultural, horticultural or forest use," as established in §58.1-3230 of the Code of Virginia;
    3. A written description of the agricultural, environmental and social characteristics of the property/properties to be encumbered by the conservation easement and make whatever changes to the proposed deed of easement, where applicable, that VDACS and/or its legal counsel deem necessary;
    4. The deed of easement, including all exhibits, attachments and/or addenda;
    5. A title insurance commitment for a policy to insure the easement interest under contract indicating an amount of coverage at least equal to the amount of funds for which the County requests reimbursement from VDACS; and
    6. An itemized list of all reimbursable costs that the County has or will incur in the course of purchasing the conservation easement.

The VDACS Office of Farmland Preservation awarded its first grants to local PDR programs in 2008. Previous to this award, VDACS awarded grants to the James City County PDR Program in 2008, 2009, 2010, 2012, 2013, 2014 and 2015, totaling \$1,255,381. With this award, the PDR Program currently has available a total of \$744,550 in reimbursable matching funds.

The County was reimbursed \$250,781 for the purchase of the Cragg Easement, closed and recorded in December 2008, \$93,932 for the purchase of the Skillman Easement, closed and recorded in May 2012, and \$271,668 for the purchase of the Gilley Easement, closed and recorded on April 22, 2014

Localities receiving these grants have approximately 24 months from the date of the award to apply for reimbursement. After that period, VDACS reallocates un-used funds to other eligible local PDR programs.

The October 2015 PDR account balance established the local match. This award requires no additional match, but the County provides financial support to the PDR program through personnel, supplies, facilities and related resources.

Staff recommends adoption of the attached resolution to appropriate reimbursed grant funds.

ETO/ab

GA-PDRPReimb-mem

Attachment

## RESOLUTION

### REIMBURSEMENT GRANT AWARD - PURCHASE OF DEVELOPMENT RIGHTS PROGRAM

#### VIRGINIA FARMLAND PRESERVATION FUND - \$307,889

WHEREAS, the Purchase of Development Rights Program has been awarded a \$307,889 reimbursement grant by the Office of Farmland Preservation - Virginia Farmland Preservation Fund through the Virginia Department of Agriculture and Consumer Services (VDACS); and

WHEREAS, this grant would help fund the acquisition costs of perpetual conservation easements on qualifying farm and forest land beginning January 1, 2016 through December 31, 2018; and

WHEREAS, this grant requires a local cash match of \$307,889, which is available in the Purchase of Development Rights (PDR) fund account.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the additional appropriation to the PDR account through December 31, 2018, for the purposes described above:

#### Revenues:

Office of Farmland Preservation, VDACS - state revenue	<u>\$307,889</u>
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#### Expenditure:

PDR Grant Program	<u>\$307,889</u>
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\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MC GLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of February, 2016.

GA-PDRPreimb-res



# COMMONWEALTH of VIRGINIA

## Department of Agriculture and Consumer Services

P.O. Box 1163, Richmond, Virginia 23218

Phone: 804/786-3501 • Fax: 804/371-2945 • Hearing Impaired: 800/828-1120

[www.vdacs.virginia.gov](http://www.vdacs.virginia.gov)

*Sandra J. Adams*  
Commissioner

January 6, 2016

Mr. Ed Overton  
PDR Administrator  
James City County  
5320 Palmer Lane, Suite 2A  
Williamsburg, VA 23188

Dear Mr. Overton:

On behalf of the Virginia Department of Agriculture and Consumer Services (VDACS), I am pleased to inform you that James City County has been allocated \$307,889.75 in fiscal year (FY) 2016 state matching funds for your local purchase of development rights (PDR) program. We are excited to announce the ninth round of funding for this program, and we greatly appreciate your continued partnership.

Enclosed please find two signed originals of the Intergovernmental Agreement (IGA) for your review and consideration. This agreement will serve as the legal document outlining the responsibilities of both VDACS and James City County with respect to the FY 2016 state matching funds. In addition, please find two signed originals of Addendum A to the FY 2014 IGA extending the use of those funds until June 30, 2016.

Please sign and return one fully executed version of both documents to VDACS by **March 18, 2016**. Matching funds will be available upon execution of the agreement, subject to any reduction in funds as part of the 2016 session of the General Assembly.

Beginning with the FY 2016 PDR allocation round, VDACS is establishing a programmatic benchmark as a precondition to James City County's recertification for future allocation rounds. The purpose of the benchmark is to ensure localities provide timely notice if they do not plan to expend their allocation amount within the timeframe established by the IGA. Failure to provide such notice may impact James City County's eligibility for future allocation rounds. Please provide written notice to VDACS of the following by December 31, 2016:

1. If James City County does not plan to spend down at least 50% of the FY 2016 allocation amount within the timeframe as stipulated in 1(a) of the IGA; or
2. If James City County does not plan to submit a completed claim for reimbursement within the timeframe as stipulated in 1(a) of the IGA.

-Equal Opportunity Employer-

If you or your attorneys have any concerns or questions related to this agreement, please contact Coordinator for the Office of Farmland Preservation Andy Sorrell at (804) 786-1906 or [andrew.sorrell@vdacs.virginia.gov](mailto:andrew.sorrell@vdacs.virginia.gov) as soon as possible.

Sincerely,

A handwritten signature in cursive script, reading "Sandra J. Adams", followed by a horizontal line.

Sandra J. Adams  
Commissioner

cc: Andy Sorrell, Coordinator, Office of Farmland Preservation

Enclosures

**ITEM SUMMARY**

DATE: 2/23/2016

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

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**ATTACHMENTS:**

	Description	Type
▣	CA Report	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/15/2016 - 4:32 PM

## **M E M O R A N D U M**

DATE: February 23, 2016

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

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The following is a summary of activities that took place February 2, 2016 through February 16, 2016:

### February 2, 2016 (Tuesday)

- Met with Jody Puckett, communications director
- Met with Angie Gilliam, HR director
- Speaking engagement on local government at Hornsby Middle School
- Visited Kendal Smith, 2nd-grader and Kaiden McKeoun, 4th-grader at James River Elementary
- Attended Community Public Safety Meeting at Grove Christian Outreach Center

### February 3, 2016 (Wednesday)

- Met with Jenni Tomes, Treasurer
- Attended Hampton Roads Planning District Commission Chief of Administrative Officers meeting
- Grievance meeting

### February 4, 2016 (Thursday)

- Met with John Horne, general services director
- Grievance meeting
- Meeting with Dr. Nzinga Teule-Hekima, Peninsula Health District director
- Park Tour with John Carnifax, parks & recreation director

### February 5, 2016 (Friday)

- Attended tourism meeting at Greater Williamsburg Chamber & Tourism Alliance
- Met with Drew Lumpkin, Regional Director; US Senator Mark R. Warner
- Met with Jody Puckett, communications director and Latara Branch, civic engagement coordinator
- Met with Randy Wheeler, Poquoson city manager
- Met with Jason Purse, zoning administrator, Ellen Cook, planner III and Paul Holt, planning director
- Met with Hal Diggs, colonial community corrections agency director
- County update at Williamsburg Radio Station

### February 6, 2016 (Saturday)

- Attended stormwater BMP workshop

February 8, 2016 (Monday)

- Attended event at Toano middle school
- Met with Doug Powell, JCSA manager
- Met with Angie Gilliam, HR director
- Met with Sue Mellen, FMS director

February 9, 2016 (Tuesday)

- Attended agenda meeting
- Met with John Carnifax, parks & recreation director
- Met with Clarion, strategic planning firm
- Attended Board of Supervisors work session
- Attended Board of Supervisors meeting

February 10, 2016 (Wednesday)

- Board of Supervisors video recap
- Met with candidate for financial analyst position
- Met with candidate for financial analyst position
- Met with candidate for financial analyst position
- Met with Mr. Brodowski, Jason Purse and supervisor Sue Sadler
- Met with Jason Purse, zoning administrator and Paul Holt, planning director

February 11, 2016 (Thursday)

- Attended VACo Government Day in Richmond
- Met with Steven Constantino, WJCC schools superintendent, Jim Kelly, School Board Chair, Marvin Collins, Williamsburg city manager, Clyde Haulman, Williamsburg Mayor and Michael Hipple, James City County Board of Supervisors chair

February 16, 2016 (Tuesday)

- Met with news JCC employees
- Met with Todd Tyree, WATA executive director
- Met with Sue Mellen, FMS director
- Met with Mr. Johnson, Jason Purse and supervisor Sue Sadler

**ITEM SUMMARY**

DATE: 2/23/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Adjourn until 6:30 pm on March 8, 2016 for the Regular Meeting

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**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	2/15/2016 - 4:37 PM